

Update to RFHCP RFP:

Pre-bid conference Question and Answer – August 13th, 2008

Q – What is the due date/time for the proposal?

A – It must be **received** in the **DHS office by 4:00 pm EST on September 4th**.

Q – What are the rates for travel costs in the budget and what can be included?

A - Transportation costs are limited to the State rates. The state rates can be found at http://michigan.gov/documents/dmb/ttrateJuly2008_242193_7.pdf and a link to governors directives. <http://www.michigan.gov/gov/0,1607,7-168-21975---,00.html>

Q - When does this project start and what should the budgets look like?

A - The start date for this contract will be November 1st rather than the regular October 1st contract start date. This means that we will need 2 budgets, a 11 month budget for November 1st 2008 through September 30, 2009. And a 12 month budget for October 1st 2009 through Sept 30, 2010. This 12 month budget will also be used for year 3. We recognize that it is difficult to estimate budget needs two years in advance especially given the planning stage in year one and that budget amendments may be necessary.

Q – If a staff person is a FTE and 75% of the salary is in a different program area and only 25 % is for this program but only 15% will be funded by this project, how do we reflect this on the budget document?

A – In the DHS Budget you will record the FTE salary under the DHS column number 1. Cost Item including the total yearly salary and the percent of time spent on this overall program. In Column 3, you would record the percent of time which will be billed to this DHS project which is being requested from DHS.

Q - Can the budget amount be different for each year?

A – Yes, it can be different but the total amount per year can not be greater than \$150,000. While we had hoped to have some flexibility with the amount of funding available per year, the funding can not carry forward, therefore, there is a maximum of \$150,000 per year for a total amount of \$450,000 for the entire 3 year grant period.

Q – What types of things can be used to meet the match requirement?

A – Applicants can use cash or in-kind match including supplies or occupancy. The source of match cannot be other federal funding sources. All match must be included in the budget. The legislative appropriation states that applicants that provide a match in the amount of 10% or more, be given preference in funding determination.

Q – Can we budget costs for services provided by a Batterer Intervention Program?

A – It is our intent that this funding be used to enhance existing services and not be used to supplant or substitute for existing funding sources for a particular service. The funding can be used to either enhance existing services, or enhance aspects of the existing services that support the objectives of this program. DHS will assess the appropriateness of the budgeted items and services.

(continues)

Q – Do we need to do provide a separate budget for a subcontract with a batterer intervention program if we plan to pay them a unit rate for a specific amount per client?

A – A detailed description and/or budget should be provided for all subcontracts over \$2,500 that explains how the unit rate was established and what is included in the unit rate.

Q – Do we need to include all subcontractors in the Memorandum of Understanding?

A – That depends. It is our intent that the Memorandum of Understanding include all project partners whose input and coordination are necessary for the success of the project and who play a role in local policy development and decision making that would promote the objectives of this project. For example, if you have a subcontract for snow removal services, that entity would not need to be included in the MOU and in the planning aspects of this project, but a Batterer Intervention Program should be included because their policies, referral mechanisms, etc. are an integral part of the overall coordination of the project.

Q – What is the definition of a fatherhood organization?

A – There is no specific definition given for a fatherhood organization, however, applicants should describe in their application the services they currently provide or are planning to provide that are beneficial for responsible fatherhood and healthy co-parenting. For the purposes of local coordination, there may not be an organization that calls themselves a fatherhood organization but they may provide services for responsible fatherhood that are a part of a larger menu of services.

Q – The RFP specifies that the target population are fathers who have been court ordered to supervised visitation through the family court, can this include fathers who have been ordered as a result of a Personal Protection Order (PPO)?

A – It is our intent that the target population be fathers involved in divorce and custody proceedings in the family court. It does not preclude an agency from providing services to men ordered to supervised visitation for a PPO.

Q – In addition to supervised visitation, can the program provide services to fathers court ordered to safe exchange services?

A - It is our intent that the target population be fathers involved in divorce, custody and parenting time proceedings in the family court. It does not preclude an agency from providing services to men ordered to safe exchange services but that is not our intent nor should it be a significant focus of any applicants project.

Q – What is the source of funding for this project?

A – This is Federal TANF funding, CFDA number 93.558.

Q – Do you know at this time what kind of reporting requirements there will be?

A – Because this is a pilot project we do not know yet what reporting requirements there will be. We plan to work closely with the contractors to develop these data collection elements.

Q – The RFP specifies Kent and Saginaw County, can we provide services to people from other counties?

A – It is the intent that the primary service area is Kent and Saginaw County. It does not preclude an agency from being able to provide services to people from other counties as long as the primary counties are being served.

Q – Can we include services to assist the community in identifying people who should be have been ordered to supervised visitation in the proposal?

A – While it is okay for a program to include policy development and system change activities, the services provided for responsible fatherhood and healthy co-parenting is limited to fathers who have been court ordered to supervised visitation in divorce, custody and parenting time proceedings in the family court.

Q – On page 11 under the Minimum Requirements heading it states that Bidders for the Responsible Fathers and Healthy Co-Parenting Pilot Program must prescribe standards by which the Program will occur. What does this mean?

A. It means that in the application programs must provide a detailed description of the mechanisms by which they will be accepting clients and providing services.

Q – On page 11 under **unallowable activities, it states the following:**

Experience has shown that certain practices may further compromise safety. With a consistent goal of ensuring victim safety, projects that are proposed that may compromise victim safety will not be funded, such as: Mediation, alternative dispute resolution, or family or couples counseling as a response to domestic violence, dating violence, sexual assault, or stalking; Does this mean that programs cannot provide parenting time coordination activities?

A – For purposes of this proposal and pilot project, programs should access the publication “Domestic Violence Screening Protocols” from the SCAO website at <http://courts.michigan.gov/scao/resources/standards/odr/dvprotocol.pdf>

Q – Do you know if there will be funding available for this project after the 3 year pilot project ends?

A – Unfortunately we have not way to predict that possibility at this time.

Q – Are there just 2 communities in the Michigan that will be funded for this project?

A – DHS is going out to bid in Kent and Saginaw County however, we may add other areas in the future.

Q – Is it okay to budget for out of State travel?

A – Yes, again because this is a pilot project there may be training opportunities that are only available out of state. For this reason, in the RFP we advised applicants to include a minimum of \$3,000 in the transportation section.

END of Q and A

Update Change:

RFP: RFHCP-09-Saginaw and Kent County:

Change of Date for Pre-Bid meeting or conference call.

The pre-bid meeting or conference call will now be held on **August 13th**.

RFP NOTIFICATION SHEET
Office of Contracts and Rate Setting

State of Michigan
Department of Human Services

Notice of a request for proposals is hereby given Pursuant to Act No. 124 of the Public Acts of 1999.

Amount: \$900,000; Two (2) three year pilot projects: One three year pilot project in both Saginaw County and Kent County for an award amount of up to \$450,000 for each of the two pilot projects.	ITB Number DHS RFHCP-09-Saginaw and Kent County
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Problem Statement:

There is a lack of comprehensive programs to address the following issues for men who are in need of education and supports to assist them in being a responsible father and healthy co-parent: children may be negatively impacted when parents divorce or separate and when issues around custody and co-parenting are not mutually agreed upon by both parents, children may be negatively impacted when fathers are not actively involved in their children's lives, absence of fathers may be harmful to child development and well being, men who are ordered to supervised visitation through the Family Court often are ordered due to violence against their intimate partners and their children, there is a need to ensure the safety of mothers and their children.

Eligible Bidders:

Bidders are limited to private, non-profit service providers, and units of local government.
(See "Eligible Bidders," page 7)

NOTE: DHS will post any revisions and/or updates to this RFP on this websites.
Bidders are to check the website regularly for updates and changes

Due Date For Response:

Thursday, September 4 at 4:00 p.m. EST

Contact Person Name:

Carri Phillips

Phone #:

(517) 373-8144

E-Mail Address:

DHS-MDVPTB-Reporting@michigan.gov

Michigan Department of Human Services

Michigan Domestic Violence Prevention and Treatment Board

The **Michigan Department of Human Services**, Michigan Domestic Violence Prevention and Treatment Board (MDVPTB) (www.michigan.gov/domesticviolence) is pleased to announce that it is seeking applications for the Engaging Men to be Responsible Fathers and Healthy Co-Parents Program. This program will provide an opportunity for communities to strengthen healthy bonds and relationships between fathers and their children involved in a supervised visitation setting. The overriding goals of the program are to increase fathers' capacity to contribute to the healthy development of their children through parenting and co-parenting, while enhancing and maintaining the safety and well-being of their children and their children's other parent. This program furthers the Department's mission to support and strengthen healthy relations between parents and their children.

MDVPTB FY 2009 Engaging Men to be Responsible Fathers and Healthy Co-Parents Pilot Program

Eligible Bidders

Bidders are limited to private, non-profit service providers, and units of local government. (See "Eligible Bidders," page 7)

Deadline

Non-binding letters of intent to apply should be submitted by August 6, 2008. An optional Pre-Bid Conference will be held from 10:00 a.m. until noon on August 12, 2008. The location for the pre-bid conference will be determined based on the number of bids received and may be held via conference call.

Please note that any revisions or additions to this solicitation will be posted to this website: http://www.michigan.gov/dhs/0,1607,7-124-5455_7199---,00.html. Perspective bidders are responsible for monitoring this website to be apprised of changes.

All proposals are due by **4:00 p.m. E.S.T.** on Thursday, **September 4th, 2008**. (See "Deadline: Proposal," page 6)

CONTENTS

Overview of the MDVPTB Responsible Fathering and Healthy Co-parenting Pilot Program p. 4

Statement of the Problem p. 5

Deadline: Letter of Intent p. 6

Deadline: Question and Answer and Pre-Bid Conference Registration p. 6

Eligible Bidders p. 7

RFHCP Program - Specific Information p. 7

- Availability of Funds p. 7
- Award Period p. 8
- Award Amounts p. 8
- Program Scope p. 8
- Minimum Requirements p. 11

Deadline: Proposal p. 12

Performance Measures and reporting requirements p.12

How to Apply / Bidder Response Narrative p.13

Memorandum of Understanding p.15

Rating Selection Criteria and Overview p. 16

Post Award Information p. 17

Proposal Checklist p. 18

Appendices A-F p. 19-28

Engaging Men to be Responsible Fathers and Healthy Co-Parents Pilot Program - CFDA 93.558

Overview

About the Michigan Domestic Violence Prevention and Treatment Board (MDVPTB).

The Michigan Domestic Violence Prevention and Treatment Board (MDVPTB) is administratively housed in the Michigan Department of Human Services (DHS). Since its inception in 1978 by state legislation, it has been responsible for focusing state activity on domestic violence. For more information about the MDVPTB please go to our website at http://www.michigan.gov/dhs/0,1607,7-124-5460_7261---,00.html.

About the Responsible Fathering and Healthy Co-Parenting Program

The Responsible Fathering and Healthy Co-Parenting Pilot Program provides an opportunity for communities to develop a pilot program through a community collaboration in an effort to work with non-custodial fathers who have been court ordered to supervised visitation and may have a history of domestic violence, child abuse or neglect. These programs should be focused on enhancing the capacity for men to be better fathers and better co-parents. Programs should focus on increasing awareness about the effects of domestic violence and child abuse on children; enhancing a father's coping, decision making strategies, and capacity to understand their children's needs; and strengthen the bond between parent and child, while increasing capacity for men to be healthy fathers and co-parents. Funding for this program is supported by federal TANF dollars for the Michigan Fatherhood and Healthy Marriage Initiative and is being implemented in conjunction with the federal Department of Justice, Office on Violence Against Women, Supervised Visitation Program. The target population for this program therefore is strictly focused on fathers' court ordered to supervised visitation.

This Request for Proposal (RFP) is to provide bidders with sufficient information to enable them to prepare and submit proposals for consideration by DHS/MDVPTB for a pilot project to engage men to be responsible fathers and healthy co-parents and to enhance the safety and well-being of women and children involved in a supervised visitation setting by working more deliberately with fathers who utilize court ordered supervised visitation in order to visit their children. The overall project goals are based on the following guiding assumptions:

- a. Fathers (and mothers) want to be good parents and both parents want to be safe, effective and harmonious co-parents;
- b. Most children want and need a relationship with both parents;
- c. The safety of abused parents and their children is linked;
- d. Individuals have the capacity to change;
- e. While it is not assumed that abuse is present within every family/relationship, the services provided must account for that possibility;
- f. New initiatives offer the opportunity to build bridges and work together in a multi-disciplinary manner rather than operating in isolation;
- g. Services developed through this program should assist those who are most vulnerable and in need of the opportunity to learn to a good parent and/or co-parent;
- h. Parents need to be positive role models for their children.

The DHS/MDVPTB office will fund two pilot projects, one in Saginaw County and one in Kent County to develop and implement innovative programming for fathers utilizing supervised visitation/safe exchange programs as ordered through the family court. Programming must be culturally competent, based on a solid understanding of family violence dynamics and child development, and be oriented to the target audience. It is strongly recommended that pilot programs reflect a community partnership that includes the supervised visitation center, responsible fatherhood organization, the courts, batterer intervention/treatment services, and the local domestic violence service provider.

Statement of Problem

- Some men may need education and supports to assist them in being a good father and co-parent
- Children may be negatively impacted when parents divorce or separate and when issues around custody and co-parenting are not mutually agreed upon by both parents
- Children may be negatively impacted when fathers are not actively involved in their children's lives
- Absence of fathers may be harmful to child development and well being
- Men who are ordered to supervised visitation through the Family Court often are ordered due to violence against their intimate partners and their children
- Children who witness violence may be negatively impacted
- There is a need to ensure the safety of mothers and their children

Responsible Fatherhood and Healthy Co-Parenting

Research shows that responsible fathering usually means being present in the child's life (even if divorced or unmarried), sharing economic support, and being personally involved in the child's life in collaboration with the mother.

The well-being of children and families include responsible fathers. Children with involved fathers enjoy more positive outcomes in many domains, including self-esteem, school performance and social development. Families and communities play a critical role in helping fathers stay involved with, and supportive of, their children.

Parenting education is sorely lacking especially given both the importance and difficult task of being a responsible parent. Parenting in the context of separation and divorce presents additional challenges. Some fathers may also lack the skills and knowledge necessary to navigate the challenges faced in parenting and may not know where to find the resources to assist them in their efforts to find answers to their parenting questions.

Healthy co-parents can be defined as parents who:

- Put their children's interests before their own,
- Serve as a role model to their children (leading by example),
- Play an active role in the emotional and academic development of their children,
- Separate problems in adult relationships from parent/child relationships.

The Impact of Domestic Violence

Domestic violence is a devastating social problem that impacts every segment of the population. While system responses are primarily targeted toward adult victims of abuse, increased attention is being focused on the children who witness domestic violence. Studies estimate that 10 to 20 percent of children are at risk for exposure to domestic violence (Carlson, 2000).

Impact of Domestic Violence on Children

Children who live in homes where there is domestic violence face increased risks: exposure to traumatic events, neglect, abuse, and losing one or both of their parents. All of these may lead to negative outcomes for children and may affect their well-being, safety, and stability (Carlson, 2000; Edleson, 1999; Rossman, 2001).

Many men who have been violent towards their intimate partner and/or their children continue to have contact with their children. The contact may be supervised or unsupervised, but relationships between fathers and children tend to endure. Positive involvement of a father is important to children's development. Yet, few tools are available to help fathers who have perpetrated family violence relate to their children in positive ways. Supervised visits at centers provide opportunities to safely support relational interactions between children and their parents.

Supervised Visitation and Child Exposure to Violence

It is difficult to make generalizations about abusive fathers. In the context of supervised visitation, men should always be held accountable for their abuse. It is possible in the context of supervised visitation to work with men to improve their fathering skills and to help them acknowledge the impact of their abusive behavior without compromising the safety of their families. Visitation centers have a responsibility as part of the system that holds abusive men accountable, but they also provide an opportunity to engage men and help them become better fathers and co-parents. In fact, positive engagement of fathers to change their behaviors and attitudes can enhance the well being of their children, partners and ex-partners; this engagement is a key component to ending family violence.

Deadline: Letter of Intent

All bidders who intend to apply for funding under this program are encouraged to **submit a non-binding letter of intent** to the DHS/MDVPTB by August 6th, **2008**. You may send the letter electronically to DHS/MDVPTB at DHS-MDVPTB-Reporting@michigan.gov or by fax to 517-241-8903. Submission of a letter of intent is not required to be eligible to submit a bid.

Deadline: Questions and Answers and Pre-Bid Conference Registration

Pre-Bid Conference:

Interested bidders are invited to attend a pre-bid conference from 10:00 until noon on Tuesday, August 12th, 2008. The location for the pre-bid conference will be determined based on the number of RSVPs received and may be held via conference call.

Please RSVP for this pre-bid conference by e-mailing the DHS/MDVPTB office at DHS-MDVPTB-Reporting@michigan.gov . Please identify in the e-mail subject line (pre-bid RSVP). Bidders submitting an RSVP will be notified by e-mail to the conference location or conference call-in information.

Proposal Questions:

All inquiries regarding the content of this RFP must be submitted via e-mail to DHS-MDVPTB-Reporting@michigan.gov by **Thursday, August 14th, 2008**.

Note: Questions cannot be answered over the phone. Answers from the written questions and from the pre-bid meeting will be posted to the DHS website at http://www.michigan.gov/dhs/0,1607,7-124-5455_7199---,00.html. Bidders are encouraged and responsible for checking the DHS website daily for RFP updates and information.

Eligible Bidders

Eligible entities for the **Responsible Fathering and Healthy Co-Parenting Pilot** Program are local non-profit non-governmental service providers and local units of government including but not limited to programs providing responsible fatherhood programs, domestic violence programs, supervised visitation programs, faith based organizations, and batterer intervention programs who shall provide services in one of the following geographic areas: **Kent County and Saginaw County**.

All bidders are encouraged to enter into a collaborative working relationship with local courts, fatherhood program, a nonprofit, nongovernmental domestic violence and/or sexual assault victim services organization, batterer intervention program, and the local supervised visitation program.

RFHCP Program – Specific Information

Bidders in for the RFHCP pilot project are encouraged to include a planning phase of up to 9 months. Bidders selected for this program will work with DHS/MDVPTB and any designated technical assistance providers to establish the groundwork for developing the program. Planning phase activities may include, but are not limited to, the following activities:

- Project coordination;
- Coordinating and conducting planning meetings;
- Coordinating and attending site visits to existing programs by the local community partner teams;
- Establishing an advisory/consulting committee;
- Researching and developing curricula, policies and protocols; and
- Conducting an informal community needs assessment.

Upon successful completion of the planning phase, grantees will begin implementing services. Funds are limited to \$450,000 per contractor for the three year project.

Availability of Funds

All awards are subject to the availability of funds and any modifications or additional requirements that may be imposed by law. Please note that DHS/MDVPTB has the discretion

to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with bidders prior to a grant award.

Award Period

Awards made under this program will result in contracts that will include requirements similar to a cooperative agreement in which the DHS/MDVPTB will play a substantial role in shaping and monitoring the project. The award period for these contracts will be October 1, 2008 to September 30, 2011.

Budgets must reflect the full length of project activity and will include the submission of 3 one year budgets.

Award Amounts

Up to \$450,000 per agreement for a three-year pilot project.

- The first year of the project can include up to \$100,000 for the first 6 to 9 month for the planning phase of the project.
- Successful bidders are required to work collaboratively with staff from DHS/MDVPTB and designated technical assistance providers, therefore no less than \$3,000 shall be budgeted for travel.
- A single fiscal agent must be identified, however multiple providers (subcontractors) may collaborate as service providers. If subcontractors are included in this proposal, they must be identified, included in the responses to all RFP questions, and provide a detailed budget for any subcontracts that are greater than \$2,500.
- Budget negotiation may occur for awarded bidders during the creation of the contract. MDVPTB also reserves the right to negotiate in its award process the award amount and size of the service project (ie. the final recommendation for award may be a portion of the proposed services and/or for a portion of the requested funding).

Funds for years two and three of the three-year Project will be awarded upon successful completion of the prior years' activities and continued appropriation of the RF/HCP Program.

Program Scope

The scope of the RF/HCP Program is defined by the following legislative and policy considerations and minimum requirements. Bidders must address these considerations and requirements in the Project Narrative section of the application.

Program Purposes:

The purpose of this program is to work more deliberately with fathers in a supportive group setting to focus on enhancing the bond between father and child, increase the capacity for men to be healthy and effective fathers and co-parents, and increase the understanding and utilization of healthy coping strategies, and of the impact of family violence on themselves and their families. Strategies and resources to help sustain growth and changes after the completion of the program should be

addressed. The program purpose is also to enhance the safety and well-being of families involved in a supervised visitation setting.

The specific target populations that this project will address are fathers who have been ordered to supervised visitation through the Family Court. It is **not** meant to work with fathers who enter supervised visitation programs through the child welfare system including cases from Child Protective Service (CPS) and foster-care.

This project is part of the DHS/MDVPTB Responsible Fatherhood and Healthy Co-Parenting Program through the Federal TANF program. All activities proposed in the RFP and funded through this program must meet the following purpose area as defined by the DHS-MDVPTB Responsible Fatherhood and Healthy Co-Parent Program.

- Developing, enlarging, or strengthening education and psycho-educational group services and programming specifically for fathers court ordered to supervised visitation/safe exchange centers. Because many of the reasons courts order supervised visitation stem from violence either against the custodial parent or the child, issues of family violence must be an integral part of the programming designed. While it is not a requirement for this project, it is preferable that the bidder develop an agreement with the local court to include the fathering and healthy co-parenting services in the supervised visitation court order.

Activities must also address:

- Working with collaborative partners in developing and implementing more effective supervised visitation, and court policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to domestic violence and child abuse;
- Education on child development;
- The project and proposal must include and incorporate the Guiding Principles and Recommendations from the National Institute on Fatherhood and Domestic Violence (NIFDV), as spelled out on page 10 and in the publication “Fathering After Violence: Working with Abusive Fathers in Supervised Visitation” (Family Violence Prevention Fund)¹. However, it is up to individual pilot sites to design and determine how this will be accomplished. For example, pilot sites can design a model that includes programming for all fathers and NIFDV components or it could develop two separate group settings for fathers with a domestic violence history and one group setting for fathers ordered to supervised visitation for other reasons through the family court. All programs must have a screening mechanism to determine a father’s history of violence regardless of the specific court ordered purpose.
- Case management and follow-up activities for the fathers entering the program including developing systems for making and tracking appropriate referrals.

As a pilot project it is assumed that the will consider the needs of the community in designing and implementing a model of innovative programming for fathers utilizing supervised visitation/safe exchange programs as ordered through the Family Court. There are many different curricula and programs available around the country that can be used as resources in this development. We have compiled a list of possible resources in Appendix F. Programming must be culturally competent, be domestic violence conscious and appropriate, and be oriented to the target audience.

¹ To download a free copy of this document, go to <http://endabuse.org/programs/children/files/FAV-final.pdf>

In developing the portion of the curriculum/group standards geared to address a history of domestic violence, pilot programs will be required to follow the Guiding Principles of the National Institute on Fatherhood and Domestic Violence. This project was developed by the Family Violence Prevention Fund as part of the Department of Justice, Office on Violence Against Women Technical Assistance project for the Supervised Visitation Program and is available on the Family Violence Prevention Fund (FVPF) website.

NIFDV Guiding Principles:

- The safety of women and children is always the program's first priority;
- Programs must be continually informed and guided by the experiences of battered women and the needs of their children;
- Programs do not endorse or encourage automatic contact between the offending fathers and their children or parenting partners;
- In any domestic violence intervention, there must be critical awareness of the cultural context in which parenting happens;
- Violence against women and children is a tool of domination and control used primarily by men and rooted in sexism and male entitlement;
- Abuse is a deliberate choice and a learned behavior and therefore can be unlearned;
- Some men choose to change their abusive behavior and heal their relationships, while others continue to choose violence;
- Giving fathers more opportunities for change and healing is an essential component to end violence against women and children; and
- Fathers who have used violence need close observation to mitigate unintended harm.

Responsible Fathering and Healthy Co-Parenting Program Components, Definitions, and Eligible Program Activities

DHS-MDVPTB has developed the following list of possible program components. However, bidders may propose other activities that meet the overall goals and objectives of the Responsible Fathering and Healthy Co-Parenting Pilot Program.

- 1. Education and Psycho-Educational Group Services (mandatory component)**
 - a. Psycho-educational group format.
 - b. Services to promote successful team parenting, co-parenting, or parallel parenting after divorce or separation.
 - c. Education on effects of family violence on children
 - d. Education of child development
 - e. Education on the child support services
 - f. Parenting skills
- 2. Case Management Services for fathers (mandatory component)**
 - a. Referrals and tracking for necessary services including mental health, substance abuse, crisis intervention and individual needs (housing, substance abuse counseling, Narcotics Anonymous, health services, legal assistance, pro bono lawyers, batterers' intervention).

- b. Services should all be consistent with the purpose and messages provided in this pilot project and reinforce non-violent responsible fathering and healthy co-parenting.

3. Fatherhood Development Activities (optional component)

- a. Peer Support groups and/or parenting workshops – Content may include:
 - Personal development (values, self esteem, healthy manhood issues)
 - Life skills (communication, decision-making, stress management, etc.)
 - Violence prevention
 - Parenting Workshops
 - Parent and child enrichment activities
 - Mentoring activities

Minimum Requirements

Bidders for the Responsible Fathering and Healthy Co-Parenting Pilot Program must:

- Prescribe standards by which the responsible Fathering and Healthy Co-Parenting in Pilot Program will occur;
- Demonstrate expertise in fathering after violence;
- Demonstrate expertise in the area of family violence, including the areas of domestic violence or sexual assault, as appropriate or partner with local organizations that have this expertise;
- Ensure that any fees charged to individuals for use of programs and services are based on the income of those individuals, unless otherwise provided by court order; and
- Demonstrate that adequate security measures, including adequate facilities, procedures, and personnel capable of preventing violence, are in place for the operation of the programs and services.

Unallowable Activities

Activities That May Compromise Victim Safety

Experience has shown that certain practices may further compromise safety. With a consistent goal of ensuring victim safety, projects that are proposed that may compromise victim safety will not be funded, such as:

- Mediation, alternative dispute resolution, or family or couples counseling as a response to domestic violence, dating violence, sexual assault, or stalking;
- Batterer intervention programs that do not use the coercive power of the criminal justice system to hold batterers accountable for their behaviors and follow the Michigan Batterer Intervention Standards; and
- Provision of services on the condition that victims seek protection orders, counseling, or some other course of action with which they disagree.

Unallowable Programs/Expenses

- Lobbying, or lobbying – related activities;
- Fundraising;
- Research projects;

- Physical modifications to buildings, including minor renovations.
- Crime prevention programs
- Teen pregnancy prevention programs
- Drug, alcohol or other substance abuse treatment programs
- AIDS counseling or prevention programs
- Stranger Awareness Programs
- Boot Camps
- Anger Management Programs
- “Indirect costs” or any costs that cannot be itemized in the DHS Budget
- Equipment purchases exceeding \$499 for one item
- Duplicating any portion of a salary of any current government employee (Supplanting)
- Novelty items (T- shirts, caps, cups, etc.)
- Fees to consultants who write the DHS-MDVPTB application for an agency
- Consultant rates in excess of \$450 per day. All consultant rates will be reviewed.
- Bidders may not use any MDVPTB funds for conducting research. However, up to 1% of the budget may be allocated for the purpose of assessing the effectiveness of funded activities. For example, funds may be used to conduct pre and post testing of training recipients or participant satisfaction surveys. In conducting such testing or surveys, grantees may not collect, analyze or disseminate any information identifiable to a private person during the course of assessing the effectiveness of funded activities.
- A contribution of non-Federal dollars (“match”) **is not required for this program**, but bidders are encouraged to maximize the impact of grant dollars by contributing to the costs of their projects and preference will be given to applications that include at least a 10% match. Supplemental contributions may be cash, in-kind services, or a combination of both. Any non-Federal contributions can be discussed in the project narrative and must be included in the budget or budget narrative. If supplemental contributions are identified in the proposal they will be included as a requirement in the contract.
- Any unallowable expenses identified in the budget instructions.

Performance Measures and Reporting Requirements

To assist in fulfilling the Department’s responsibilities for monitoring, evaluation, and measuring effectiveness, bidders who receive funding under this solicitation must provide data that measures the results of their work. Because this is a pilot project, bidders must agree to participate in data collection and evaluation efforts as deemed necessary by DHS/MDVPTB. The DHS/MDVPTB will be working with the pilot programs to develop program specific measures based on the activities proposed in the application.

Deadline Application

The due date for applying for funding under this announcement is **4:00 pm E.S.T., Thursday, September 4th, 2008**. Proposals must be submitted in person or via surface mail. To be considered, proposals must arrive at the Issuing Office on or before the date and time specified above. Bidders mailing proposals should allow normal delivery time to ensure timely receipt of their proposals. Neither fax nor e-mail transmission of proposals will be considered for award.

If DHS believes that clarification of its initial material is necessary, information will be posted to the DHS RFP web site. Likewise, if DHS determines it is necessary to revise any part of this RFP, addenda informing will be posted to the DHS website at http://www.michigan.gov/dhs/0,1607,7-124-5455_7199---,00.html. Prospective bidders are responsible for monitoring the website to be apprised of changes or updates.

Proposals that exceed \$450,000 for the three year period will not be considered for an award.

Awards made as a result of this RFP will require execution of a contract with DHS. The contract will contain standard non-negotiable General Provisions. A copy of the General Provisions is available upon request.

How to Apply / Bidder Narrative Response

Bidders must send six (6) complete copies of the proposal, including signed copies of all required documents.

Each proposal must include a Budget Statement and Budget Statement Detail (CM-468 ex). The bidder should complete the Budget forms for each of the three fiscal years in the project period.

Mail two copies of the Budget Statement and Budget Statement Detail (CM-468 ex) in an envelope separate from the rest of your proposal **by 4:00 pm EST, Thursday, September 4, 2008** to:

DHS/MDVPTB
235 South Grand Avenue, Suite 506
Lansing, MI 48909

CFDA Number

The Catalog of Federal Domestic Assistance number for this program is 93.558.

Bidders must complete each section of the RFP. **DHS/MDVPTB will remove incomplete applications from consideration prior to peer review.**

For each section listed below, please note the corresponding maximum point value that may be assigned during the review process. The proposal should follow the order below for easy reading. Please be sure to number each page of the application. Peer reviewers will not receive materials submitted beyond those required by this solicitation.

Do not include any resumes with the proposal.

Bidders should use the following page format requirements:

- Double spaced
- 8½ x 11 inch paper
- One inch margins
- Type no smaller than 12 point, Times New Roman font
- No more than one page each for Summary Data Sheet and Abstract

- No more than 5 pages for Status of the Current Project (if applicable)
- No more than 20 pages for the Project Narrative (Items D through G below)
- Number each page of the application

Narrative (Total 65 Points)

Please provide the following information:

A. Organizational Information (1 page)

- Legal name of the bidder and type of agency (i.e., local unit of government, private, non-profit organization);
- Name, title, address, phone number, Federal Identification Number, and email address for the authorized official;
- The name, address, and phone number of any community agencies partnering on this project.
- Name, address, phone number, and fax number for the visitation center(s) involved in the project;
- Contact information, including an email address for the project director or primary person to be contacted on matters involving the application.

B. Abstract/Proposal Summary (1 page)

The proposal abstract, when read separately from the rest of the application, is meant to serve as a succinct and accurate description of the proposed project and should concisely describe proposed project goals and objectives. Summaries of past accomplishments should be avoided in the abstract.

C. Purpose of Application (10 points)

- Describe the problem to be addressed and how funding will address it;
- Identify the target population and state how the target population would benefit from the proposed project (please use current demographic information of the service area in order to be as specific and detailed as possible when describing the population to be served);
- Describe current services and gaps in your proposed service area;
- Describe the service area in which the project would be implemented, including location, population, and demographic information.

D. Project Plan (40 points)

- Describe the scope and timeline for the planning process;
- Describe the proposed services;
- Estimate the number of participants to be served by the project;
- Describe how services will be targeted to meet the needs of underserved populations;

- Describe ways in which the project will provide services to fathers after the period of court ordered supervised visitation has ended, ie. how to maintain the involvement of fathers in the program on a voluntary basis;
- Indicate plans for identifying recruiting, involving, retaining, and getting participation for following-up from the target population;
- Identify:
 - Program location and hours of operation;
 - Participants' accessibility to site;
 - Days of the week and time program is conducted;
 - Program security;
 - Record keeping and confidentiality;
 - Referral process;
 - Intake procedures;
 - Fee protocols;
 - Proposed staff (Complete Appendix C);
 - Organizational Chart and Job descriptions for key staff (this information should be appended to the application);
 - Training requirements for staff and volunteers; and
 - Composition and role of the existing or proposed advisory committee.
 - How program operating policies are specifically tailored to meet the unique safety needs and concerns of victims of domestic violence, child abuse, sexual assault, and stalking.

E. Who Will Implement the Project (10 points)

Describe your organization including a history of service provision specifically in the area of responsible fatherhood and healthy co-parenting. Bidders should also identify the court and victim services program(s) partnering on the proposed project and all other project partners, and specify their respective roles and responsibilities.

F. Sustainability Plan (5 points)

Provide a description of how your organization will continue the project if funding through the Responsible Fatherhood and Healthy Co-Parenting in Supervised Visitation Program is no longer available. Bidders are encouraged to describe any past Federal or state supported projects which the bidder or its partners sustained once funding had expired.

An inability to identify future funding commitments will not preclude a bidder from being considered for funding.

Budget Statement and Budget Statement Detail: (Total 15 Points)

Each proposal must include a Budget Statement and Budget Statement Detail (CM-468 ex) in accordance with instructions. The bidder should complete the Budget forms for each of the three fiscal years in the project period.

Mail two copies of the Budget Statement and Budget Statement Detail (CM-468 ex in an envelope separate from the rest of your proposal by:

Thursday, September 4, 2008 to:

DHS/MDVPTB
235 South Grand Avenue, Suite 506
Lansing, MI 48909

The budget must be complete, reasonable, and cost-effective in relation to the proposed project. The budget should provide the basis for the computation of all project-related costs. It should cover the cost of all components of the project. There must be a clear link between the proposed activities and the proposed budget items. The budget should include only those activities, products, and resources that are necessary for project implementation and discussed in the project narrative.

In developing the budget, bidders should consider compensation for all project partners for their participation in any project-related activities, including but not limited to, compensation for time and travel expenses to attend or provide project development, training, and implementation.

Memorandum of Understanding (MOU) (Total 20 points)

Bidders are strongly encouraged to provide documentation that demonstrates consultation and coordination with local project partners.

Bidders must include a current (i.e., a single document, signed and dated during the development of the proposal) MOU created and signed by the chief executive officer(s) and/or director(s) of all relevant agencies participating in the project's development or implementation, such as:

- Local unit of government (city or county);
- OVW funded supervised visitation center;
- responsible fatherhood organization;
- batterers intervention programs;
- courts;
- nonprofit, nongovernmental domestic violence victim organizations;
- other community agencies or organizations that will collaborate to implement the proposed project.
- Please refer to Appendix B for a sample MOU.

The MOU must:

- Identify the partners and provide a brief history of the collaborative relationship among those partners, including when and under what circumstances the relationship began and when each partner entered into the relationship;

- Identify the representatives of the team and the expertise of the assigned staff that will be responsible for developing and implementing project activities and describe how the team members will work together and with project staff;
- Demonstrate a commitment on the part of all project partners to work together to achieve stated project goals; and
- Describe the resources each partner would contribute to the project, either through time, in-kind contributions, or grant funds (e.g., office space, project staff, and training).

The MOU should be a single document that includes signatures and dates from all partners. Signatories should include their titles and agencies under their signatures.

Letters of support may **not** be submitted in lieu of the MOU, but may be submitted in addition to the MOU.

Rating and Selection Criteria Overview

In determining the amount of points awarded for each section, DHS/MDVPTB will take into account the following considerations when awarding a contract. The extent to which:

- The bidder demonstrates experience, expertise, and capacity to provide services in the areas of fathering after violence, responsible fatherhood, batterer intervention services, and supervised visitation and the capacity to implement the project,
- The bidder demonstrates cooperation and collaboration with nonprofit, nongovernmental entities in the local community served, including the fatherhood program, domestic violence program, batterer intervention program, and OVW funded supervised visitation program,
- The bidder demonstrates coordination and collaboration with local court systems, including mechanisms for communication and referral,
- The proposed supervised visitation programs and services serve underserved populations;
- The bidder demonstrates an equal commitment to both responsible fathering / healthy co-parenting and domestic violence,
- The project activities fall within the statutory scope of the program,
- The proposed activities would address the need described,
- The project activities seem feasible and likely to succeed,
- The proposal does not include activities that compromise victim safety,
- The activities are clearly described and reflect sound and innovative strategies to improve victim safety,
- The budget is reasonable and within established limits, and
- The projected level of service is reasonable given the funding level and geographic service area.

In addition, the application will be scored based on the extent to which the application:

- Demonstrates continued development and/or implementation of a program to increase responsible fatherhood and healthy co-parenting options for participants in a supervised visitation program including fathers with a history of domestic violence, dating violence, child abuse, sexual assault, or stalking;
- Addresses the minimum requirements of the Responsible Fathering and Healthy Co-Parenting Pilot Program;

- Describes the community to be served, including the diverse, traditionally underserved populations, and populations with a history of domestic violence, child abuse, sexual assault, or stalking;
- Reflects sound development and thoughtful innovation; and
- Describes project implementation, organization and staff capability, the project components, and the general timeline.

DHS/MDVPTB will utilize experts and practitioners to review applications. The information provided in the application will be reviewed against the selection criteria for the program. The total points possible for an application are 100 (65 points for Narrative, 15 points for Budget, and 20 points for the MOU or Letters of Intent to Collaborate). Applications with the highest composite scores will be considered for funding.

Post Award Information

Method of payment

This contract will be an actual cost.

BIDDER INFORMATION

1. To receive reimbursement from the State of Michigan, a Contractor must be registered as a vendor on the Michigan Accounting and Information Network (MAIN)

To register on MAIN:

- Click on <http://www.cpexpress.state.mi.us/>
 - Follow directions.
2. **Proof of public liability insurance** must be provided to DHS prior to the time the contract is executed (issued).
 3. If portions of the services are being subcontracted, the bidder must identify the services the subcontractor will perform and provide all information requested, (including a budget) as it applies to both the bidder and the subcontractor(s).

A contractor is responsible for the performance of any subcontractors who are held to the same standard of quality and performance as the contractor. Raters of bid responses will consider the qualifications of both the contractor and subcontractor when making contract award recommendations.

Proposal Checklist

Bidders must submit a fully executed proposal on to DHS/MDVPTB, including all required supporting documentation. **Proposals will not be accepted via facsimile or email.**

Complete proposals should include the following:

- ☑ The Bidder Response Narrative including the summary data sheet, proposal summary, and project narrative;
- ☑ The budget form CM-468 ex as found on the DHS website http://www.michigan.gov/documents/CM-468ex_15681_7.xlt
- ☑ A completed and signed Memorandum of Understanding (MOU);
- ☑ Position descriptions for key project positions;
- ☑ Bidder response and statement of intent, signed by the authorized official (Appendix A);
- ☑ Completed Staffing Allocation and Qualifications chart (Appendix C);
- ☑ Resource Grid (Appendix D).

Appendix A

BIDDER RESPONSE COVERSHEET

1. Bidder Name:
2. Federal Identification Number (for
Or
Social Security Number (if individual):
3. Bidder Mailing Address:
4. Type of Organization: (Check one).

private,
non-profit

public
5. Bidder's representative who is the authorized negotiator for the bidder.

(Name)

(Telephone

6. Statement of Intent

The bidder hereby assures that the Request for Proposal has been reviewed by the organization's governing body and that body has authorized submission of a proposal; that the person identified above as "bidder's representative who is the authorized negotiator" has been authorized by the governing body to represent the organization for the purposes of the submission of a proposal and contract negotiation; and that the organization intends to provide services according to the information contained in this Request for Proposal, if selected and funded to do so.

Further, the bidder acknowledges that the General Provisions have been read, reviewed and understood.

Signature of Organization
President or Director

(Date)

Typed Name of Organization
President or Director

(Date)

Appendix B

SAMPLE MEMORANDUM OF UNDERSTANDING

The _____ is the Responsible Fatherhood and Healthy Co-parenting Pilot Program bidder and is responsible for implementing the overall goals and objectives of this program. The _____ enters into a Memorandum of Understanding (MOU) with the Community Domestic Violence Agency (CDVA), Local Supervised Visitation Center, Batterer Intervention Program, and the local court system.

I. History of Relationship

The _____ began collaborating with the project partners in 1999. The _____ and the community organization Directors met regularly to discuss the provision of services for responsible fatherhood and healthy co-parenting. Throughout this relationship, _____ provided training for _____ staff and volunteers in the following areas:_____. _____ accepts referrals from _____ and the local court system. Additionally, the _____ and _____ Directors continue to meet on a monthly basis to develop a comprehensive plan to enhance the response to post-separation conflict and violence through services that are targeted to meet the safety and other needs of fathers, children, adult victims of domestic violence, child abuse, sexual assault, teen dating violence, and stalking.

The partnering organizations' ultimate goal is to_____. The group's immediate goal is to _____.

II. Development of Application

Discussions regarding the collaborative effort that is proposed in the application and detailed in this Memorandum began in earnest in _____. During their regular meetings, the agency directors and court representative discussed the elements of the application and the appropriate roles for each partner. The _____ met with staff to develop a grant application response. This draft was supplemented with recommendations from each project partner. Additionally, the Directors discussed the application process and expectations with the potential MOU partners. These representatives provided input in the initial development phase and feedback throughout the application process. Recent meetings among the Executive Directors, County representatives and local court representatives have led to the agreements reflected in this Memorandum and the submission of the grant application.

III. Roles and Responsibilities

The _____ will:

- will provide co-leadership with the _____ for all non-administrative duties related to developing a cross-agency collaboration among the community organizations and court system;
- will provide up to three training sessions per year to the _____. Additional collaboration members will be invited to participate in these sessions;
- refer all fatherhood group participants to appropriate agencies and follow-up on the outcome of the referrals; and
- promote training/education of local community organizations regarding issues of fathering and healthy co-parenting. The _____ may enter into agreements with these agencies as to the number of training sessions to be provided.

The Bidder will:

- dedicate X number of staff and volunteers to provide services for responsible fathering and healthy co-parenting counseling and education;
- support the growth of the collaborative effort, and supervise all activities;
- submit program evaluation information as required by DHS;
- submit financial documentation for accounting as needed; and
- maintain the confidentiality of individuals and families using its services.
- act as the fiscal agent for the cooperative agreement;
- ensure compliance with the reporting requirements of DHS/MDVPTB; and
- support the collaborative efforts of the project by providing a conference room for monthly partner meetings.

IV. Time Line

The roles and responsibilities described above are contingent on the Bidder receiving the funds requested for this project in the DHS grant application. The beginning and end dates of this collaborative effort would coincide with the grant period, anticipated to be 10/01/08 through 9/30/11.

Approval

We, the undersigned have read and agree with this MOU. Further, we have reviewed the portion of the proposed project budget pertaining to the collaborative effort described here, and approve it.

By _____ Director,

Date _____

By _____ Director,

Date _____

By _____ Director,

Date _____

By _____ Director,

Date _____

By _____ Court Representative

Date _____

Appendix C
STAFFING ALLOCATION AND QUALIFICATIONS
 Department of Human Services

Bidder Name *	
County	Type of Service

CATEGORY	POSITIONS	RATE/ HOUR	HOURS/ WEEK	# OF WEEKS	QUALIFICATIONS
**MANAGERIAL/ SUPERVISORY					
DIRECT SERVICE					
SUPPORT STAFF					

* Please provide information on staffing only for services to be provided for the request for quote/contract.
 **Managerial/supervisory refers to administrative positions. If a position is both administrative and direct service, place the position in whatever category the bulk of the individual's time will be spent.

Department of Human Services (DHS) will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to a DHS office in your area.

Appendix D
RESOURCE GRID

MICHIGAN DEPARTMENT OF HUMAN SERVICES

* Do not include dollar amounts.

** List any match resources your agency will be providing and the fund source of that match.

Resource	Description
Employee Fringe Benefits (FTEs by position)	
Occupancy (square feet and number of Facilities)	
Communications (fax, telephone, number of lines and phones)	
Supplies (general, program, duplicating)	
Equipment	
Local Transportation (number of miles for client transportation)	
Contractual Services	
Specific Assistance to Individuals	
Miscellaneous	

Department of Human Services (DHS) will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to a DHS office in your area.

Appendix E

REQUEST FOR PROPOSAL POLICY

General Information

1. Contract Award

Contract award negotiations will be undertaken with those bidders whose proposals, as to price and other factors, show them to be qualified, responsible, and capable of performing the work.

The contract entered into will be that contract most advantageous to DHS-MDVPTB, price and other factors considered. DHS reserves the right to consider proposals or modifications thereof received at any time before the award is made, if such action is in the best interest of DHS.

If a contract is awarded, the selected bidder will be required to comply with the General Provisions, which will be a part of the contract.

2. Rejection of Proposals

DHS reserves the right to reject any and all proposals received as a result of this RFP, or to negotiate separately with any source whatsoever in any manner necessary to serve the best interest of DHS. This RFP is made for information or planning purposes only. DHS does not intend to award a contract solely on the basis of any response made to this request or otherwise pay for the information solicited or obtained.

3. Incurring Costs

The State of Michigan is not liable for any cost incurred by the Contractors prior to issuance of a contract.

4. Inquiries

Questions that arise as a result of this RFP must be submitted in writing to the Issuing Office. All questions must be submitted on or before the time and date specified.

5. Amendment to the RFP

In the event it becomes necessary to revise any part of this RFP, addenda will be posted to this website. Bidders are to check the website regularly for updates and changes

6. Response Date

To be considered, proposal must arrive at the Issuing Office on or before the time and date specified. Bidders mailing proposals should allow normal delivery time to ensure timely receipt of their proposals.

7. Proposals

To be considered, bidders must submit a complete response to this RFP, using exclusively the format provided in "Bidders Response to DHS". Proposals must be signed by an official authorized to bind the bidder to its provisions. The proposal must remain valid for at least 90 days.

8. Acceptance of Proposal Content

The contents of the proposal of the successful bidder may become contractual obligations if a contract ensues. Failure of the successful bidder to accept these obligations may result in cancellation of the award.

9. Economy of Preparation

Proposals should be prepared simply and economically, providing a straightforward, concise description of the bidder's ability to meet the requirements of the RFP.

10. Prime Contractor Responsibilities

The selected Contractor will be required to assume responsibility for all services offered in the proposal whether or not they possess them within their organization. Further, the State will consider the selected Contractor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.

11. News Releases

News releases pertaining to this RFP on the service, study, or project to which it relates will not be made without prior State approval, and then only in coordination with the Issuing Office.

12. Disclosure of Proposal Contents

Proposals are subject to disclosure under the Michigan Freedom of Information Act (P.A. 1976, No. 442).

13. Independent Price Determination

a. By submission of a proposal, the offeror certifies:

- 1) The prices of the proposal have been arrived at independently without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any competitor;
- 2) Unless otherwise required by law, the prices which have been quoted in the proposal have not been knowingly disclosed by the offeror and will not be knowingly disclosed by the offeror or to any competitor;
- 3) No attempt has been made or will be made by the offeror to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition;

- 4) The price quoted is not higher than that given to the general public for the same service.
- b. Each person signing the proposal certifies that:
- 1) She/he is the person in the offeror's organization responsible within that organization for the decision as to prices being offered in the proposal, and that she/he has not participated, and will not participate in any action contrary to a. 1, 2, 3, and 4 above; or
 - 2) She/he is not the person in the offeror's organization responsible within that organization for the decision as to the prices being offered in the proposal, but that she/he has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated, and will not participate, in any action contrary to a. 1, 2, 3, and 4 above, and as their agent does hereby so certify; and that she/he has not participated, and will not participate in any action contrary to a. 1, 2, 3, and 4 above.
- c. A proposal will not be considered for award if any statement made in the proposal has the sense of deleting or modifying a. 1, a. 3, or b., above. If a. 2. has been modified or deleted, the proposal will not be considered for award unless the offeror furnished with the proposal a signed statement which sets forth in detail the circumstance of the disclosure and the Issuing Office determines that such disclosure was not made for the purpose of restricting competition.

Appendix F

CURRICULA AND MATERIALS ON FATHERHOOD AND DOMESTIC VIOLENCE

Crager, M. and Anderson, L. (1997). *Helping Children Who Witness Domestic Violence: A Guide for Parents*. Seattle (unpublished). For more information, contact the authors at megcrager@comcast.net or lily.anderson@metrokc.gov.

Crooks, C., Francis, K., Kelly, T., and Scott, K. (2006). *Caring Dads: Helping Fathers Value Their Children*. Victoria, British Columbia, Canada: Trafford Publishing.

Donnelly, D., Mederos, F., Nyquist, D., Williams, O. J., and Wilson, S. G. (2000). *Connecticut's EVOLVE Program: A 26 & 52 week culturally competent, broad-based, skill-building, psychoeducational curriculum for male domestic violence offenders with female victims*. State of Connecticut Judicial Branch: Rocky Hill, Connecticut. For more information, contact Sarah Wilson at 860-721-9474 or Sarah.Wilson@jud.state.ct.us.

Fleck-Henderson, A. and Areán, J. C. (2004). *Breaking the Cycle: Fathering After Violence. Curriculum Guidelines and Tools for Batterer Intervention Programs*. San Francisco: Family Violence Prevention Fund.

Mandel, D. (2003). *Being Connected: A Group for Fathers*. Middletown, Connecticut (unpublished). For more information, contact David Mandel at 860-347-8220 or www.endingviolence.com.

Mathews, D. J. (2003). *Restorative Parenting: A Curriculum for Parents in the Aftermath of Violence in the Home*. St. Paul, Minnesota (unpublished). For more information, contact David Mathews at the Domestic Abuse Project, 204 West Franklin Avenue, Minneapolis, MN 55409. 612-874-7063 x 210 or dmathews@mndap.org.

All the Family Violence Prevention Fund materials cited in this document are available, free of charge, at: www.endabuse.org/store